

Illinois Commerce Commission



Annual Report

Transportation Regulatory Fund Fiscal Year 2013

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ILLINOIS COMMERCE COMMISSION

September 18, 2013

The Honorable Pat Quinn
Governor
207 State House
Springfield, IL 62706

Dear Governor Quinn:

In compliance with Section 18c-1604 of the Illinois Commercial Transportation Law (625 ILCS 5/18c-1604), the Illinois Commerce Commission is submitting an annual report of expenditures from the Transportation Regulatory Fund.

This report contains information pertaining to all monies deposited in the Transportation Regulatory Fund, all expenditures from the Transportation Regulatory Fund, a listing and description by function of all staff positions and the methods used to allocate expenses between the Transportation Regulatory Fund and other funds.

Sincerely,

A handwritten signature in black ink that reads "Douglas P. Scott".

Douglas P. Scott
Chairman

Illinois Commerce Commission
Transportation Regulatory Fund

Annual Report for Expenditures

For Fiscal Year 2013

Section 18c-1604 of the Illinois Commercial Transportation Law, 625 ILCS 5/18c-1604, requires the Illinois Commerce Commission to submit to the Governor and the General Assembly an annual report of expenditures from the Transportation Regulatory Fund. Section 18c-1604 states as follows:

“Annual Report of Expenditures. The Commission shall, within 60 calendar days after the end of the lapse period for each fiscal year, submit to the Governor and the General Assembly a report of the following for such fiscal year:

- (1) All monies deposited in the Transportation Regulatory Fund, showing the total and subtotals by class as defined in subsection (2) of Section 18c-1601 of this Chapter;
- (2) All expenditures from the Transportation Regulatory Fund, showing the total and the subtotals by class as defined in subsection (2) of Section 18c-1601 of this Chapter;
- (3) A listing and description by function of all staff positions actually funded, in whole or in part, at any time during the fiscal year, from the Transportation Regulatory Fund; and
- (4) The methods used to allocate expenses between the Transportation Regulatory Fund and other funds, and between classes within the Transportation Regulatory Fund.”

Subsection (2) of Section 18c-1601 of the Illinois Commercial Transportation Law, 625 ILCS 5/18c-1601, requires that the Commission “account separately for monies from the following classes:

- (a) motor carriers of property (other than carriers engaged in non-relocation towing);
- (b) rail carriers; and
- (c) other monies.”

This Annual Report is provided in accordance with the above stated requirement.

625 ILCS 5/18c
Section 1604
Requirement (1)

ILLINOIS COMMERCE COMMISSION
Transportation Regulatory Fund
FY 2013 Income

INCOME ACCOUNT CODE	<u>TOTAL</u>	<u>MOTOR CARRIER</u>	<u>RAILROAD</u>
Intrastate Authority Franchise Fees	146,988	146,988	-
Intrastate Authority Applications	118,650	118,650	-
Unified Carrier Registration (Interstate)	3,516,993	3,516,993	-
Safety Relocator Application/Registrations	626,100	626,100	-
Petition to Reinstate License	5,400	5,400	-
Transfers	450	450	-
Lease Agreement	99,090	99,090	-
Exemption Certificates	7,250	7,250	-
Copying	562	562	-
Gross Revenue Tax-Railroads	446,267	-	446,267
Miscellaneous Fees	7,925	7,925	-
Relocator's License Fees	767,500	767,500	-
Relocator Tow Record/Invoice	27,950	27,950	-
Operator's License Fees	25,440	25,440	-
Dispatcher License Fees	4,230	4,230	-
Administrative Citations	479,274	479,274	-
Civil Penalties	109,338	109,338	-
Broker's License	1,000	1,000	-
Railroad Route Miles	318,069	-	318,069
Railroad Crossing	281,512	-	281,512
Grade Crossing Protection Fund	3,000,000	-	3,000,000
Warehouse License	53,350	53,350	-
Warehouse Facility License	16,500	16,500	-
Collateral Recovery Agency Fees	68,350	68,350	-
Collateral Recovery Manager Fees	34,300	34,300	-
Collateral Recovery Employee Fees	28,350	28,350	-
Collateral Recovery Intern Fees	4,275	4,275	-
Collateral Recovery Tickets	382,470	382,470	-
Collateral Recovery - Miscellaneous Fees	23,731	23,731	-
TOTAL	10,601,314	6,555,466	4,045,848

NOTE:

The above table includes funds received by the Commission during FY2013 which may not match the deposit amounts shown by the Comptroller's Office for FY2013. Any differences are due to deposits in-transit between the Commission and the Comptroller's Office. The above figures do not include revenues collected on behalf of other states in the Unified Carrier Registration Program.

625 ILCS 5/18c
Section 1604
Requirement (2)

ILLINOIS COMMERCE COMMISSION
Transportation Regulatory Fund
FY 2013 Expenditures

LINE ITEM	<u>TOTAL EXPENDITURES</u>	<u>MOTOR CARRIER</u>	<u>RAILROAD</u>
Personal Services	5,870,666	2,533,626	3,337,040
Retirement	2,235,857	964,413	1,271,444
Social Security	389,646	144,188	245,458
Group Insurance	1,641,683	798,715	842,968
Contractual Services	541,288	287,792	253,496
Travel	69,981	19,755	50,226
Commodities	23,344	16,585	6,759
Printing	53,639	49,144	4,495
Equipment	8,377	8,209	168
Electronic Data Processing	83,355	40,483	42,872
Telecommunications	128,982	92,703	36,279
Operation of Auto	106,020	56,870	49,150
Lump Sum	13,056	-	13,056
Refunds	9,305	9,305	-
 TOTAL	 11,175,199	 5,021,788	 6,153,411

NOTE:

The FY 2013 expenditures from the Transportation Regulatory Fund by the Illinois Commerce Commission were allocated by transportation mode as shown above. These expenditures do not include the amount remitted to the Federal Government from the Unified Carrier Registration Program

625 ILCS 5/18c
Section 1604
Requirement (3)

ILLINOIS COMMERCE COMMISSION
Transportation Regulatory Fund

The listing below represents all Commerce Commission employees by job titles that were funded from the Transportation Regulatory Fund in FY 2013. This listing also provides a brief description of the major responsibilities of each job title and is sorted in Bureau order.

Office of Chairman and Commissioners

Chief Internal Auditor	Directs the agency's internal audit program
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Office of the Executive Director

Executive Director	Manages the agency's affairs by planning, coordinating and implementing the policies of the agency in an effective and efficient manner
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Manager - Human Resources	Plans, directs and coordinates the Human Resources function of the Commission
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Bureau of External Affairs

Legislative Liaison II	Assists with the administration of the governmental and legislative program; maintains cooperative working relationships with representatives of governmental agency management, officials, community and civic organizations and representatives of the legislative branches
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Bureau of Planning and Operations

Director - Administrative Services	Directs the activities of the Administrative Services Division
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Director - Information Technology Services	Directs the activities of the Information Technology Services Division
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Manager - Fiscal	Assists with budget preparation, performs financial analysis and supervises procurement and contract function in Financial Information Section
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Reproduction Service Supervisor I	Serves as lead worker to print shop/mailroom staff and oversees the acquisition and distribution of supplies
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Account Technician II	Performs purchasing function for the Commission
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Information Services Analyst III	Performs general and routine professional support for computer equipment and associated software
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Information Systems Analyst II (3 positions)	Provides analysis of complex business operations and develops requirements and specifications for the creation of client/server and/or internet based computer systems
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Information Services Specialist II	Performs general and routine professional support for computer equipment and associated software
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Transportation Division

Bureau Chief	Manages the Transportation Division
Technical Advisor II (2 positions)	Staff attorney, represents Division in court and before the Commission
Chief of Police	Oversees the Commission's police activities including on-the-road enforcement and administrative staff functions
General Services Administrator I	Provides administrative support for statewide Commission enforcement program
Administrative Assistant I (2 positions)	Provides administrative support for Commission enforcement program
Compliance Specialist	Provides compliance education to the industry and shippers
Transportation Investigator II (2 positions)	Conducts investigations of relocation towing companies, non-sworn
Transportation Investigator I	Conducts investigations of relocation towing companies, non-sworn
Police Officer II (7 positions)	Conducts on-the-road enforcement and investigations of intrastate motor carriers and regulated entities
Police Officer I (3 positions)	Conducts on-the-road enforcement and investigations of intrastate motor carriers
Transportation Industry Analyst III	Performs staff functions related to the household goods carrier enforcement program including tariffs, audit and dispute resolution
Manager - Review and Examination Administrative Assistant I	Directs transportation hearings program Provides administrative support to the hearings program
Administrative Law Judge IV	Hears cases for household goods carrier authority, relocation towing licenses, railroad crossing improvement petitions and collateral recovery matters
Manager - Processing and Information	Provides management of the motor carrier registration program
Transportation Industry Customer Service Representative II (2 positions)	Provides services to the public, transportation and insurance industries consistent with the clerical and technical tasks related to various laws, rules and regulations involved in the regulation of motor carriers

Office Associate (3 positions)	Provides customer service to the motor carrier industry regarding the issuance of licenses, registrations and credentials, filing of leases and the maintenance of liability insurance
Rail Safety Program Administrator Executive Secretary II	Directs the Railroad Safety Program Provides secretarial and administrative support to the Railroad Safety Program
Office Specialist	Provides secretarial and administrative support to Railroad Safety Program
Railroad Safety Specialist IV (6 positions)	Provide staff work related to the design, installation and maintenance of railroad warning and traffic warning signal systems, investigation of crossing collisions and incidents
Railroad Safety Specialist III (8 positions)	Provide staff work on cases involving the improvement of railroad grade crossings and crossing separations, conduct crossing signal and surface inspections and conduct Operation Lifesaver Public Education Program
Railroad Safety Specialist III	Conduct inspections to determine railroad company compliance with operating practice standards
Railroad Safety Specialist III (2 positions)	Conduct inspections of railroad equipment and facilities carrying or handling hazardous materials
Railroad Safety Specialist III (3 positions)	Conduct inspections of mainline track operated by registered rail carriers

Allocation of Expenditures
Between the Transportation Regulatory Fund
and Other Funds

Section 18c-1603 of the Illinois Commercial Transportation Law details the requirements for expenses allocated partially or entirely to the Transportation Regulatory Fund. 625 ILCS 5/18c-1603(2)(b),(c) and (e).

(2) Allocation of Expenses to the Fund.

(b) Expenses Partially Allocated Entirely to the Transportation Regulatory Fund.
A portion of expenses for the following persons and activities may be allocated to the Transportation Regulatory Fund:

- (i) The Executive Director, his deputies and personal assistants, and their clerical support;
- (ii) The legislative liaison activities of the Office of Legislative Affairs, its constituent elements and successors;
- (iii) The activities of the Bureau of Planning and Operations on the effective date of this amendatory Act of the 94th General Assembly, exclusive of the Chief Clerk's office;
- (iv) The payroll expenses of Commissioners' assistants;
- (v) The internal auditor;
- (vi) The in-state travel expenses of the Commissioners to and from the offices of the Commission; and
- (vii) The Public Affairs Group, its constituent elements, and its successors.

(c) Allocation Methodology for Expenses Other Than Commissioners' Assistants. The portion of total expenses (other than commissioners' assistants' expenses) allocated to the Transportation Regulatory Fund under paragraph (b) of this subsection shall be the portion of staff time spent exclusively on administration and enforcement of this Chapter and Chapter 18a, as shown by a time study updated at least once each 6 months. (NOTE: For FY 2013 the percentage allocated to the Transportation Regulatory Fund was 30%.)

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(e) Allocation methodology for Commissioners' Assistants Expenses. Five percent of the payroll expenses of commissioners' assistants may be allocated to the Transportation Regulatory Fund.

Allocation of Expenditures Between Classes
Within the Transportation Regulatory Fund

The Motor Carriers of Property, Rail Carriers, and Other Modes

Actual expenditures were charged to the various modes within the transportation fund when identifiable. Where expenditures were not attributable to a specific mode, allocations were determined and applied to these expenditures.